

**CHANDLER'S FORD PARISH COUNCIL**  
**ASSET MANAGEMENT COMMITTEE**

**5 September 2016**

**Fryern Pavilion, Chandler's Ford 7.00 pm**

**PRESENT:** Councillor Hughes (Chairman) and Councillors Aubry, Atkinson, Boyes, Broadhurst, Foulds, and Scott.

**In attendance:** Duncan Murray (Parish Clerk), Phil Eades (Maintenance Contracts Officer [MCO]), Giles Ashley-Brown (facilities Manager) and Cllrs Cox and Grajewski.

**Public Participation:** There were no members of the public present.

**1. APOLOGIES**

These were received from Cllrs Leslie and Luffman.

**2. DECLARATIONS OF INTEREST**

There were none.

**3. TO NOTE THE MINUTES OF THE COMMITTEE'S MEETING OF 11 JULY 2016 PREVIOUSLY AGREED AT THE FULL COUNCIL MEETING OF 25 JULY 2016.**

These were noted.

**4. TO NOTE THE UPDATED ACTION LIST OF THE COMMITTEE'S DECISIONS.**

The items were noted along with the lack of fixings for one noticeboard, and the keys having just been received.

**5. CONTRACT MAINTENANCE OFFICER'S REPORT**

**5.1. Update on PSS and most recent reports.**

The MCO reported that there was the play area report for June which was as expected and that the July report had been delayed from EBC due to a virus on their officer's computer, although from looking at the system the figures looked about right.

**5.2. To note maintenance/contracted work undertaken/in progress:**

Broken glass in play areas due to teenagers at night – at the beginning of the school holidays was almost a nightly occurrence – reported to PCSOs although no police cover after 2400hrs!

Increased incidence of dog fouling.

Roller shutters at Hiltingbury conveniences not working properly – now remaining closed.

Gates damaged (Cox Row) – forced back, costly repair, PO issued.

Increased number of rat sightings being reported, especially from school grounds.

Surfacing repair under swings in Fryern Play Area due to damage and picking by kids/teens – Wok spinners being repaired/new bearings being fitted (off-site)

3 notice boards fitted – fourth awaiting fixings as dispatched without them by manufacturer.

Compliments on tree works (pollarding 3x Weeping Willows due to cracked crowns, coppicing of diseased Alder) etc being done at Pennine Way. Lincolns Valley Snake Swing installation completed, Pennine Way completed – EBC have quoted to remove and replace all the boards on the multi-play unit – at £737.50 this seemed expensive so Vita Play were asked to quote for the works they feel need to be undertaken – this was quoted as £450 to replace 12 timbers, so it was AGREED it made better sense to use EBC to replace all the timbers at £737.50.

It was noted that rental Income from 1 April to date was: Fryern Pavilion £8,024, Hiltigbury Pavilion £1,724, Tennis Courts £3,094 (without August's invoiced use) half-year figures (30 September) with an income/costs analysis will be available in November.

Members requested a letter to Tesco Express, and other local off-licences regarding the anti-social behaviour, glass in the play areas, and drawing attention to underage drinking. The provision of warning notices was also mentioned. Members also requested that a letter be sent to HCC's educational department about the rats present in school grounds, and one to EBC to arrange a visit from the dog warden.

**5.3. To note a report on incidents recorded.**

There was the cut to a child's hand that had been caused by broken glass held in place on the railings by dried off beer.

**6. TO RECEIVE A REPORT ON THE ISSUES OF WATER AND FENCING AT RAMALLEY ALLOTMENTS AND THE NEW GIRL-GUIDING HALL**

Members were informed that there were no impacts to the parish council with regards to fencing as the areas needing repair were not those that the council had a shared responsibility for in the land transfer documents. It was noted a meeting had taken place on 1 September at which the options of a Southern Water adopted meter or whether EBC have responsibility through the lease or ground rent agreement for a water supply were put forward and it was agreed that this should be followed up.

**7. TO DISCUSS AND AGREE WHETHER TO ABANDON THE PARISH COUNCIL INSTIGATING ITS OWN TRO DUE TO A LACK OF AVAILABLE ENFORCEMENT AND TO INSTEAD LOOK TO A PROVIDER USING NUMBER PLATE RECOGNITION CAMERAS.**

After a brief discussion on cost and planning issues, and following proposal, seconding and on a show of hands it was AGREED to make a RECOMMENDATION to Full Council on the 26<sup>th</sup> September that:

*“The Asset Management Committee RECOMMENDS that the motion of 9 November 2015 on the proposed Traffic Regulation Order is amended to read instead of ‘Not to be implemented until an agreement was in place for enforcement with EBC’ is replaced by ‘Not to be implemented until a methodology was in place for suitable enforcement, such*

*as number plate recognition cameras'."*

- 8. TO DISCUSS THE EMERGING EQUIPMENT LIST FOR THE GROUNDS STAFF AND DETERMINE THE VEHICLE TYPE (ELECTRIC/VAN/4X4) THAT SHOULD BE PURCHASED, AND AGREE THE PURCHASE OF A PETROL POWERED BACK VAC LITTER COLLECTION UNIT AT £1,035 + VAT.**

The Chairman decided to take the purchase of a Back Vac first, considering the earlier broken glass and dog fouling issues. Following proposal, seconding and on a show of hands it was AGREED to purchase the Back Vac at a cost of £1,035 ex VAT.

Members discussed the desirability of achieving green benefits and getting the balance right across the equipment suggested. Consensus was reached on the need for a compact tractor if the towing ability of the primary vehicle was limited. The life expectancy of the batteries was mentioned and the need to know the cost of replacing the batteries. Members agreed that being environmentally friendly as possible was a strategic issue that they wished to fulfil.

It was proposed that: '...as the officers were the experts on what was needed, they be authorised to purchase the equipment necessary to carry out the tasks required in an as environmentally manner that was possible'. Following seconding and on a show of hands this was RESOLVED.

- 9. TO DISCUSS AND AGREE THE COSTS FOR THE PATH TO ACCESS THE MEMORIAL BENCH AT HILTINGBURY RECREATION GROUND AS PER THE QUOTE FROM VITA PLAY, AND AS PER CLLR HUGHES' VISION FOR THE SENSORY GARDEN.**

Cllr Hughes briefed Members both on the Sensory Garden and the late Dorothy Bray. Following proposal, seconding and on a show of hands a budget of £4,000 for the surfacing/path and sensory plants and other sensory inputs was AGREED. A small but proper opening of the sensory garden was requested when it was completed.

- 10. TO AGREE TO THE CLERK EVALUATING THE RETURNED TENDERS FOR THE GROUNDSMENS' STORE AND APPOINTING A CONTRACTOR, WITHIN THE AGREED BUDGET.**

Following proposal, seconding and on a show of hands this was AGREED with one vote against.

- 11. TO DISCUSS AND AGREE THE PROVISION OF 4 NO. WEEPING WILLOW TREES AT PENNINE WAY.**

With acknowledgement that this could result in the uptake of a lot of water and a reminder to be aware to avoid the sub-surface membrane, following proposal, seconding and on a show of hands this was AGREED.

- 12. TO AGREE A TIME FRAME FOR THE HILTINGBURY PAVILION EXTENSION PROJECT BOARD TO MEET TO DISCUSS THE OUTPUTS OF THE FEASIBILITY STUDY UNDERTAKEN**

**BY TKL AND TO DISCUSS AND AGREE A PROJECT (IF ANY) TO BE TAKEN FORWARDS TO FULL COUNCIL FOR RATIFICATION.**

Timing was agreed as being of the essence to ensure that any proposal put forwards could be put before EBC's Cabinet meeting on the 13 October as funds could only be ring-fenced once the feasibility study had been agreed.

One of the members of the Project Board was away from the Friday until 25 September. It was also agreed that an Extraordinary Meeting of Full Council could be called if necessary.

It was agreed that a meeting of the Project Board be set for a time as soon as practicable once the study had been received to ensure that nothing was missed at this important point in the process.

**13. TO DISCUSS AND AGREE TO UNDERTAKE A FUNTASIA ON MAYDAY BANK HOLIDAY IN 2017 IN CONJUNCTION WITH FCA.**

Following proposal, seconding and on a show of hands this was AGREED.

**14. MATTERS TO BE TAKEN FORWARD TO THE COMMITTEE'S NEXT AGENDA.**

Apologies were recorded in advance for Cllrs Aubry and Foulds who would be away in October.

The moving of the Valley Park 'Drug Shop' was noted due to the removal of the hanging trainers and the blue algae at the Hiltingbury Lakes and that dogs and children should avoid the water.

The next scheduled meeting was confirmed as 7.00pm on 3 October 2016 at the Fryern Pavilion. That being the conclusion of the business the meeting was closed at 8.20pm.

Chairman.....